

New and Nonresident Vessels

4.000 Application for Registration Number Certificate of Ownership and Certificate of Number for Undocumented Vessel (BOAT 101)

The BOAT 101 must be completed for all new and nonresident vessels. It is also required for fee exempt and special numbers (except manufacturer or dealer numbers see Chapter 2). All information must be legible and accurate because the Certificate of Ownership and Certificate of Number will be produced from this form.

4.005 Completion of the Permanent Vessel Number and Temporary Certificate of Number (BOAT 102)

The agent must complete the Permanent Vessel Number and Temporary Certificate of Number (BOAT 102).

<i>Copies</i>	<i>Disposition</i>
White	Give this copy to the customer. The customer must sign the reverse side of the white copy. The white copy must be aboard the vessel when in use.
Yellow and Pink	Both copies are stapled to the Application for Registration (BOAT 101). Write the assigned CF number on the BOAT 101 in the upper left corner.
Goldenrod	The goldenrod copy remains in the book.

Make no erasures or corrections on the Permanent Vessel Number and Temporary Certificate of Number (BOAT 102). If a mistake is made, write "VOID" across the face of the form. Make an entry on the agent's weekly transmittal sheet (ADM 173-1) indicating the voided transaction. Attach all copies to the ADM 173-1(except the book copy) and forward to Sacramento. (See Chapter 7 for ADM 173-1 form.)

4.010 Registration of New Vessels (Vehicle Code §9852)

The state of principal use **must be** California to issue California vessel registration. **Do not** submit an application if California **is not** the state of principal use **or** if the vessel is located out of state. Fees must be paid upon purchase to avoid payment of penalties. Whenever penalties are due on an original application, use tax penalties are also due.

The following documents are also required:

- A completed Application for Registration Number, Certificate of Ownership, and Certificate of Number for Undocumented Vessel (BOAT 101). Include the HIN, vessel manufacturer or builder, vessel model year, and all other descriptive information, including cost, value, date of purchase, and the registered owner/legal owner information.



*Enter the name and address abbreviations for an Electronic Lien and Title (ELT) lienholder on the application **exactly** as shown in the latest ELT listing issued by the department. New listings are issued quarterly in the Vehicle Industry News (VIN) memo. VIN memos are located on the department's website at www.dmv.ca.gov under "Publications."*

- Manufacturer's Certificate of Origin or original factory invoice.

OR

- Original or certified copy of sales agreement stamped "PAID" with a countersignature showing paid, with the same registered owner or with information reflecting the same legal owner as shown on the application (BOAT 101). A Lien Satisfied (REG 166) is required if a legal owner/lienholder is shown on the sales agreement, but not on the BOAT 101.

OR

- Certificate of Sale on the reverse side of the application (BOAT 101) completed by the seller if he or she is a vessel dealer or a builder/manufacturer, or if the application is used as a bill of sale to establish chain of ownership.



If the applicant cannot furnish adequate proof of ownership, a bond is required if the vessel is valued at \$2,000 or more. If the vessel is valued at less than \$2,000, then a Miscellaneous Statements of Fact (REG 256) is required indicating the price paid and what attempts were made to secure a Certificate of Ownership.

Fees are required prior to first operation. An original boat registration fee plus applicable use tax are required. If the fees are paid late, a penalty fee for late original registration is due as well as a 10% use tax penalty. (See Chapter 3, Vessel Registration Fees and Use Tax.)

- Submit a Sales Tax Certification (BOAT 110) with the application as verification that use tax has been collected if the vessel dealer or manufacturer enters a Board of Equalization (BE) seller's permit number on the application (BOAT 101). If the vessel dealer or manufacturer **does not** have a BE seller's permit number, then use tax is due, payable to DMV.
- Issue a Permanent Vessel Number and Temporary Certificate of Number (BOAT 102) and registration stickers. Advise the applicant that the number on the receipt is the permanent California Vessel Registration (CF) number and must be affixed to the vessel as described in the pamphlet, *ABCs of the California Boating Law* (BOAT 3).

Vessel agents are required to provide new vessel owners with the *ABCs of the California Boating Law*. (See section 2.045 of this handbook.)

The registration requirements for “Homemade Vessels.”

If the applicant is a builder the following are required:

- A completed Application for Registration Number, Certificate of Ownership and Certificate of Number for Undocumented Vessel (BOAT 101).
- Receipts for the vessel construction materials. A bill of sale showing “paid in full” **is required** for any individual component part costing \$2,000 or more.
- The original registration fee. Use tax **is** due if the vessel was acquired from other than the builder.

If the applicant is **not** a builder the following are required:

- A completed Application for Registration Number, Certificate of Ownership and Certificate of Number for Undocumented Vessel (BOAT 101).
- Any bills of sale needed to establish a complete chain of ownership.

- The original registration fee. Use tax **is** due if the vessel was acquired from other than the builder.

A bond may be required if receipts for component parts are **not** available.

Commercial Vessels

An application for a vessel over 30 feet in length **must** include a letter from the U.S. Coast Guard stating the vessel **is not** required to be documented or the application **cannot be** processed. When “COMMERCIAL” is circled under “Use” on the BOAT 101, a pleasure number is assigned to the vessel and “COMMERCIAL” is printed on the face of the certificates issued for the vessel.

Vessel/Trailer Combinations

When only one document, such as a bill of sale, is provided to establish ownership for a vessel and trailer combination that document is retained with the trailer application. If the separate price/value is not known on a vessel/trailer combination purchase, collect \$1 use tax on the trailer **and** the remaining tax on the vessel. For more information regarding trailers and trailer registration fees, see the *Handbook of Registration Procedures*. This publication is available on the DMV website at www.dmv.ca.gov.



The department will not accept any application for registration of a vessel located out of state.

4.015 Registration of Vessels Previously Registered Out of State (VC §§9854, 9873)

For a vessel previously registered in another state or country, have the applicant complete an Application for Vessel Registration (BOAT 101). Accept applications **only** for vessels where the state of principal use is shown as California. California vessel registration is required within **120 days** (30 days after the 90-day reciprocity period) of the date of entry into California, if the state of principal use changes from another state to California or penalties are due. Whenever penalties are due on an original application, use tax penalties are also due. The following documents are also required:

- Certificate of Ownership from the state where the vessel was last titled. (For nontitling state requirements.) If proof of ownership cannot be established, and the value of the vessel is \$2,000 or more, submit a bond equal to the value of the vessel as part of the application. (See §5.005, Proof of Ownership.)

- Certificate of Number where formerly registered or a letter of registration verification from that state. (See Chapter 8, Out-of-State Vessel Registration Information.) All documents must accompany the application.



Any vessel previously registered in California and subsequently registered in another state will be issued a new CF number upon reregistration in California. (Submit the old California Certificate of Ownership, if available, with the application.)

- Fees are required prior to first operation. Submit the fee for a nonresident vessel, plus use tax if the vessel was brought into California within **365 days** of the date of purchase in another state. If the fee is paid late, a penalty is due plus a 10% use tax penalty. (See Chapter 3 for vessel fees and additional use tax information.)
- Issue a Permanent Vessel Number and Temporary Certificate of Number and registration stickers. Advise the applicant that the number on the receipt is the permanent California Vessel Registration (CF) number and must be affixed to the vessel as described in the ABCs booklet. Vessel agents are required to supply vessel owners with the *ABCs of the California Boating Law* (See section 2.045 of this handbook.)

If the out-of-state title is lost, the application **must** also include the last issued Certificate of Number (registration) **or** a letter from the state agency that last registered the vessel including the registration information and a Miscellaneous Statements of Fact (REG 256) stating:

- the original title is lost.
- the name of the person from whom the vessel was acquired.
- the value of the vessel.
- there are no liens or encumbrances against the vessel.

A bond **is** required if the vessel value is \$2,000 or more.

4.020 Nontitling State Requirements (Vehicle Code §9852)

The requirements are:

- An Application for Registration Number, Certificate of Ownership and Certificate of Number for Undocumented Vessel (BOAT 101). The applicant must complete the Statement of Applicant.

- The out-of-state Certificate of Number (vessel registration card). If not in the applicant's name, a bill of sale or the Certificate of Sale (back of the BOAT 101) completed by the owner of record to the applicant is required.

If a Certificate of Number has never been issued, one of the following forms of evidence of ownership is required:

- A bill of sale or dealer invoice that shows no lien and is marked "Paid in Full."
- The original or certified copy of a Conditional Sales Contract that shows the same legal owner indicated on the application; or is stamped or marked "Paid" and countersigned. A Lien Satisfied (REG 166) is required if a legal owner is indicated on the Conditional Sales Contract and is not shown on the BOAT 101.
- A nonresident title or a letter from a state verifying surrender of the title to that state. (A letter is not needed if the applicant explains surrender of the title on the Miscellaneous Statements of Fact (REG 256).)



If the applicant submits a Certificate of Number from Arizona, do not ask the customer to contact that state for a letter verifying surrender of title. Evidence of ownership is the Arizona Certificate of Number, Arizona will not provide a letter.

A Miscellaneous Statements of Fact (REG 256) is required from the owner stating the vessel is free of all liens other than shown on the application.

Collect the original vessel registration fee and any use tax due.

Issue the CF number and stickers. Give the customer the ABCs of California Boating Law (BOAT 3) and advise him/her that the permanent CF number is shown on the receipt and must be affixed to the bow of the vessel as described in the ABCs booklet.



A bond may be required if the applicant cannot furnish any of the above and the vessel is valued at \$2,000 or over. A Lien Satisfied (REG 166) is required if a legal owner is indicated on the Conditional Sales Contract and is not shown on the BOAT 101.

4.025 Vessel Dealer or Manufacturer's Sales Tax Certification (BOAT 110)

The Boat 110 must be completed for all new and nonresident applications. It is submitted with the application as verification that use tax has been collected if the vessel dealer or manufacturer enters a Board of Equalization (BE) seller's permit number on the application (BOAT 101). If the vessel dealer or manufacturer **does not** have a BE seller's permit number, then use tax is due, payable to DMV.

4.030 Change From Undocumented to Documented

The U.S. Coast Guard collects the California Certificate of Ownership when an undocumented vessel is documented and forwards it to the department with a letter showing the documentation date, the CF number, and the owner's name. The department then updates the database to indicate that the vessel is a "documented vessel."

4.035 Vessels Released From Documentation

When a vessel is removed from documentation, the owner is issued a release from documentation letter by the U.S. Coast Guard. To register the vessel, the release letter must be submitted with the original registration application and any bill(s) of sale necessary to establish a complete chain of ownership from the owner shown on the release letter. Issue a new CF number to the vessel.

4.040 Replacing a Lost Release from Documentation Letter

If the release letter is lost, the owner may request a replacement from the U.S. Coast Guard by providing the name of the vessel, the name of the last documented owner, and the document number (if known).

Send the requests to:

National Vessel Documentation Center
792 TJ Jackson Dr.
Falling Waters, WV 25419
Telephone: (800) 799-8362

or visit the National Vessel Documentation Center website at:

<http://www.uscg.mil/hq/g-m/vdoc/nvdc.htm>

4.045 Vessels Imported from a Foreign Country (Other Than a Dealer Import)

The requirements for vessels imported are:

- An Application for Registration Number, Certificate of Ownership and Certificate of Number for Undocumented Vessel (BOAT 101).

- Foreign ownership document which describes the vessel, such as a bill of sale or a bill of lading.
- The U.S. Customs receipt verifying the vessel cleared customs.
- The original registration fee.
- Use tax if applicable.

DMV returns incomplete applications with a receipt for the fees paid. The vessel **cannot** be berthed or used in the waters of this state until it is currently numbered. A bond may be required if any of the above cannot be furnished.

4.050 Amphibious Vehicle/Vessel Combinations

Any vehicle/vessel combination that will be operated on or off the highway and on the water must be registered for highway or off highway use and numbered as a vessel. The department issues a vehicle Certificate of Title and Registration Card and a vessel Certificate of Number for these vehicle/vessel combinations. **Two** applications are required for original vehicle/vessel dual registration.

1. Vehicle Application (process first).

The requirements are:

- The usual on or off-highway vehicle registration documents (including a Smog Certification when appropriate).

2. Vessel Application (process second).

The requirements are:

- An Application for Vessel Registration (BOAT 101). Record the vehicle license number in the upper left corner of the front of the document.
- Issuance of the CF number and stickers. Give the customer the *ABCs of California Boating Law* (BOAT 3) and advise him/her that the:

Permanent CF number is shown on the receipt and must be affixed to the bow of the vessel, as described in the ABCs booklet.

Vehicle/vessel combination will have two separate expiration dates.

(For transfer of Amphibious Vehicle/Vessels, see section 5.095 of this handbook.)